



# Summer Scoop

Week of

November 30 - December 4, 2020

## Courses Update: ISA Closing

In preparation for the upcoming Summer Session Advisory Committee meeting. The ISA will stop accepting further course submissions until after the meeting is over. Please submit any changes or additional courses to Summer Session within the ISA **before 5pm tomorrow, December 1, 2020**.

Other future course dates:

Monday, December 14 - Summer Session Advisory Committee meets to review courses proposed for Summer Session 2021.

Thursday, December 17 – ISA is re-open for course submissions.

Please feel free to contact Renee Lee with course scheduling questions at [summer-scheduling@ucsd.edu](mailto:summer-scheduling@ucsd.edu).

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## How to Hire Summer Session Instructors - Training Session Thursday, December 10 - Registration Link Below

The Summer Session Office holds an annual training with our campus partners to discuss how to hire instructors for Summer Session. The How to Hire Summer Session Instructors Training Session will be hosted in December 2020. The meeting will be hosted on Zoom. The meeting registration link can be found below:

### **Meeting Details:**

Date: Thursday, December 10

Time: 10am – 12pm

Registration Link:

<https://ucsd.zoom.us/meeting/register/tJUrdeuurDMiHNzBNrTWs16hMjmDSCW6I9WY>

There will be staff representatives from Academic Personnel and Grad Division. Please be on the lookout for more information coming out soon regarding this training session. You can reach out to Lisa Bargabus for questions at [summer-payroll@ucsd.edu](mailto:summer-payroll@ucsd.edu).

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## Fulbright Virtual Speaker Series

UC San Diego Division of Global Education and the San Diego Chapter of the Fulbright Association are hosting a webinar on [The Digital Future of Health](#) with keynote speaker, Professor Shafi Ahmed, MD, PhD. Meeting details can be found below:

Need more information? Visit us online at: <http://summersession.ucsd.edu>, or email us at [summer@ucsd.edu](mailto:summer@ucsd.edu).  
Summer Session Office, SERF Building, Mail Code 0079, P: 858-534-5258 or 858-822-2619

### Meeting Details:

Date: Thursday, December 3

Time: 12 pm – 1 pm with Q&A following

Registration Link:

[https://ucsd.zoom.us/webinar/register/WN\\_PtLkJaBASLWiiWUY961NKA](https://ucsd.zoom.us/webinar/register/WN_PtLkJaBASLWiiWUY961NKA)

Professor Shafi Ahmed is a multi-award-winning cancer surgeon, teacher, futurist, innovator and virtual reality leader. In this webinar he will speak on the digital transformation of healthcare and medical education. His vision is to merge the world of medicine, global education, and virtual reality. In 2016 he performed the first virtual reality operation which was watched in 140 countries. This webinar is part of the Global Education's [Fulbright Speaker Series](#) and is open to all! For questions, contact Debi Gianni at [dgianni@ucsd.edu](mailto:dgianni@ucsd.edu).

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## **Summer Session Kickoff Meeting**

The Summer Session office hosted a kickoff meeting for our partners in academic departments on Thursday, November 19. This meeting outlined the parameters for Summer Session 2021.

The meeting was recorded for those who could not attend the training session. You can find the recording at the link below. It is protected by a password, which is also below. Please be mindful of any extra spaces when you enter the password. For questions, contact Matt Sapien at [msapien@ucsd.edu](mailto:msapien@ucsd.edu).

Meeting Recording:

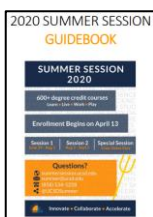
<https://ucsd.zoom.us/rec/share/iWEB00evNYKbBsdSCFRikIVTHgkBdh4cnIsgw-l6uRhiHpKjv1QquLPBjOmLI9el.SImegZYUMUfTWTdq>

Access Passcode: 1YW6g%sz

## Summer Session Annual Workflow

October	November (in progress)	December	January	February	March
Call for Course Proposals	Course Proposals Due – November 12  Summer Session Kickoff Meeting – November 19	Advisory Committee Meeting	Preview of Classes posted  Approved Courses scheduled within ISA  Schedule Build Spreadsheets sent to Registrar	Classrooms Assigned  Faculty teaching Appointment Letters Sent out  Approved Courses set up in ISIS	Schedule of Classes Available on TritonLink beginning March 18
April	May	June	July	August	September
Students Begin Enrollment	Enrollment Management of Waitlists  Student Fees Assessed	Session 1 Classes Begin  Fees Due	Students: Add/Drop Courses	Session 2 Classes Begin  Fees Due  Faculty Pay Date (Session 1)	Sessions End  Reporting Begins  Faculty Pay Date (Session 2)

### Resources for Summer Session Faculty



The [2021 Guidebook](#) contains policies and procedures pertaining to Summer Session instruction.



All Summer Session instructors are eligible for services at [the Engaged Teaching Hub at the Teaching + Learning Commons](#)

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